

**ARIZONA DEPARTMENT OF PUBLIC SAFETY
STUDENT TRANSPORTATION, Mail Drop 1250
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CHECKLIST FOR SCHOOL BUS DRIVER RENEWAL DOCUMENTS

Dear Employer:

The following are **ALL required** in order to **maintain certification** as a school bus driver in the state of Arizona:

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| 1. | School Bus Driver Cover Sheet
(formerly called Audit Form) | Must accompany all documents except Driver Training Reports. |
| 2. | Physical examination | Must be renewed according to the time frame the medical examiner indicates on the form – usually every 24 months.
The entire completed form is required as proof. |
| 3. | Drug screen | Annual (9 panel), Random & Post-Accident are required.
The Laboratory RESULTS must be included. |
| 4. | Proof of first aid and CPR training | On or before expiration date, submit a Driver Training Report – <u>OR</u> – copy of front and back of cards |
| 5. | Driver Training Report showing 6.5 hours of Refresher classroom training completed
(Required every 24 months) | |